



PALMDALE
a place to call home

TOW TRUCK PERMIT APPLICATION

Tow Truck Company Name: _____
Business Address: _____
Business Telephone number: _____

Legal Name of Applicant: _____
Home address: _____
Home or Cell telephone number: _____
California Driver's license number, expiration date & date of birth: _____
Social security number: _____

If a corporation, the names and addresses of all directors, any stockholder holding ten (10%) percent or more of the shares, and the name and address of an officer who is duly authorized to accept service of legal process. If the applicant is a partnership, the names, addresses and telephone numbers of each general partner. If one of the partners is a corporation, see above requirements.

The number of tow trucks for which a permit and license is desired: _____

The names, addresses and telephone numbers of at least two (2) individuals who may be contacted by the City in case of an emergency: _____

TOW TRUCK (S) STORAGE ADDRESS: _____

Please submit with application the following:

1. A map of the district, territory or area proposed to be served by the tow truck service;
2. A schedule of rates proposed to be charged in those areas of the City which the applicant proposes to service;
3. A description of the location and the operational facilities of the applicant; and
4. **A current copy of the insurance policy.**

For each Tow Truck Driver – Submit the following items:

5. The applicant's livescan fingerprint and photos be to taken at the City of Palmdale's Human Resources Department.
6. LASD License Detail Personal Information form

OPERATING REQUIREMENTS:

1. Service Records To Be Kept - A tow truck service operator shall maintain the following records for each service order:
 - a. Location where tow service is requested;
 - b. Date and time the request is made;
 - c. Description of the vehicle towed;
 - d. Location to which the vehicle was towed;
 - e. Identification of dispatcher;
 - f. Identification of driver; and
 - g. Time of dispatch.
2. Inspection - Such records shall be available for inspection by the Director and the Sheriff for a period of at least six months.
3. Drivers License Requirements - A tow truck service operator shall not allow any person to operate a tow truck authorized under this permit unless such driver has, in his or her possession, a valid driver's license issued by the California Department of Motor Vehicles.
4. **Insurance Requirements** - The Director shall not issue a tow truck service operator's permit until the applicant has filed a policy of liability insurance pursuant to Section 5.04.240 covering every truck to be operated pursuant to the operator's permit. Said policy of liability insurance shall be in not less than the following amounts:
 - a. One hundred thousand dollars (\$100,000) for death or injury to any one person in any one accident or occurrence.
 - b. Three hundred thousand dollars (\$300,000) for death or injury to two or more persons in any one accident or occurrence.

- c. Fifty thousand dollars (\$50,000) for damages to property of others.
5. **Indemnification** - Every operator permitted pursuant to this Section shall execute an indemnification agreement pursuant to Section 5.04.240 (see attached form).
 6. **Tow Truck Facility Security** - If the tow truck service provides storage for towed vehicles, the operator shall provide security for such vehicles during all business hours.
 7. **Locking of Vehicles** - If the tow truck service provides storage of towed vehicles, the operator shall lock each ignition, remove the key, and place the key in a safe place.
 8. **Sign Requirements** - The operator shall install and maintain a sign on the business premises plainly visible from the street showing the operator's name, the address of the business, the time when the premises are closed and the towing and storage fees, if any. All signs shall be installed pursuant to this Section in compliance with this Code.
 9. **Rates Charged** - A copy of the rates charged for utilizing a tow truck's services shall be posted or carried in each tow truck.

I declare under penalties of perjury that this application is true and correct to the best of my knowledge and belief.

Applicant's Signature Date

*******PLEASE SIGN THE INDEMNIFICATION STATEMENT ON REVERSE SIDE*******

OFFICE USE ONLY

Received: \$ _____ Date: _____

Receipt: # _____ By: _____

Approved () Denied ()

Los Angeles County Sheriff's Department: _____
Signature Date

Director of Planning: _____
Signature Date